



August 29, 2014

To: Executive Board

Subject: **Sole Source Contract Award – Zonar Systems Electronic Vehicle Inspection Report**

Recommendation

Authorize the Executive Director to enter into a sole source contract with Zonar Systems for Electronic Vehicle Inspection Report (EVIR) services for a period of five years for a total amount of One Hundred Thirty-Nine Thousand Twenty Dollars (\$139,020.00) for pre-trip and post-trip inspections of Foothill Transit's bus fleet.

Background

Performing daily pre-trip inspections on Foothill Transit's coaches is a California Highway Patrol (CHP) mandated task. In previous years, bus operators walked around their assigned bus and inspected critical safety elements before leaving the operating facility to begin their shift. They manually documented any issues identified and work orders were later entered into Foothill Transit's Ron Turley & Associates (RTA) vehicle maintenance management system. The paper-based system was inherently problematic, and deciphering a driver's hand-written notes was error-prone.

To address this, in 2008 Foothill Transit issued Request for Proposals No. 08-025 to procure a state-of-the-art electronic pre-trip inspection system utilizing hand-held scanners to collect inspection data and transmit it directly to the vehicle maintenance management system. The intent was to speed up the process by eliminating hand-written notes and dual data entry, thereby reducing human error. Additionally, the Zonar system allows for reporting and tracking vehicle maintenance, operator performance, regulatory compliance, and improved operational efficiency.

Zonar Systems was awarded the contract to provide an EVIR Pre-Trip and Post-Trip Vehicle Inspections systems. EVIR simplifies the entire pre-and post-trip inspection process improving safety, efficiency and Compliance Safety Accountability (CSA) scores - a Federal Motor Carrier Safety Administration (FMCSA) initiative to improve large truck and bus safety and ultimately reduce crashes, injuries, and fatalities that are related to commercial motor vehicles.

Zonar's EVIR system is easy to use. It captures powerful new fleet performance data and speeds vehicle repairs. EVIR is the only verified visual inspection system available. It complies with all DOT-mandated pre- and post-trip vehicle inspection regulations, as well as Occupational Safety & Health Administration (OSHA) equipment inspection requirements.



To date, the number of licenses for the use of the Zonar system has been adjusted as vehicles are added to the fleet and the fleet size has increased slightly, and the various licenses now have various expiration dates. In order to streamline Foothill Transit's use of the Zonar's EVIR system, it is recommended that Foothill Transit enter into a new contract with Zonar for a period of five years for the Foothill Transit revenue fleet. The Zonar Systems is the only EVIR available on the market and the technology is also proprietary to Zonar Systems.

Budget Impact

Foothill Transit's Fiscal Year 2014/2015 Business Plan includes funds for EVIR services. Expense for the service in future fiscal years will be included in the business plan.

Sincerely,

Roland M. Cordero
Director of Maintenance and Vehicle Technology

Doran J. Barnes
Executive Director